PROCUREMENT REPORTING

- DD Form 350

- DD Form 1057

NGB SA Workshop August 22, 2002

Data Collection Point for Army and Other Defense Agencies

Army Contracting Agency
(provisional)

ATTN: SFCA-BS
5109 Leesburg Pike, Suite 302
Falls Church, Virginia 22041-3201

TEL: (703) 681-9781, 681-9782, 681-9783
DSN: 761-9781, 761-9782, 761-9783

Email: GBrian.Davidson@US.ARMY.MIL
DavidsoB@SAALT.ARMY.MIL

Contract Reporting Why Is It Important?

- **Congress**
  - Writes Laws / Limits Based upon Prior Year's Data
  - Evaluates Law Impact on Data in First 6 Months
- **HQDA/Agency Head**
  - Review Credit Card Policy / Limits / Goal Attainment
  - Centralization of Similar Business Processes
  - Establish Right-Sizing Goals (TDAs) vs. Workload
- **DoD & DA SADBU**
  - Evaluate Installation/MACOM/Service Goals
  - Evaluate FASA/FARA Impact on Small Business

Contract Reporting Why Is It Important?

- **IRS and State/County Governments**
  - Investigate Collection of Taxes
  - Withhold Contract Dollars for Back Taxes
  - Accuracy Critical for DUNS, TIN, Completion Date, and Place of Performance
- **Department of Justice**
  - Used to Bring Criminal Charges Against Contractors

DD Form 1057

- *** Eliminate DD1057 *** (report on DD350)
- $25,000 or less
  - Exclude IMPAC Card Buys up to $2,500.00
  - Exclude SB Competitiveness Program (DD350)
  - Exclude Very Small Business Program (DD350)
  - Include IMPAC Card Orders ($2,500.01 - $25,000.00)
- Monthly Summary of Actions Obligating/Deobligating Money
  - Submit a Zero Actions/Dollars Report.
- Due 1 Day after Month End
- Requirement - DFARS 204.670-2

DD Form 350

- *Used for ALL Contract Actions in lieu of DD1057*
  - *Not a requirement. Elimination of 1057 is optional.*
- *DD350 Actions are those not on DD1057*
  - *include the non-DOD requirement of a contracting action regardless of dollar amount*
  - *include Verbal Orders using IMPAC Card as Payment*
- *Contract Action Obligating/Deobligating Money*
- *New Report Number for Each Contract Action*
- *Complete Report Within 1 Day of Signing*
- *Requirements - DFARS 204.670-2*

FY 2002 Changes / NEW Fields

- **B1D Bundled Contract Exception**
  - Mission Critical; A-76; Other
- **B1E Performance Based Service (formerly B1D)**
- **B5C Reserved (CAGE code not needed)**
- **B7 Type Obligation (3 – No Dollars Obligated)**
- **B11 Total Estimated Contract Value**
  - On initial award of ALL Indefinite Delivery Contracts (IDC) regardless of any funds obligated/deobligated. Works with B7, B13F and B13G.

FY 2002 Changes / NEW Fields

- **B12F EPA-Designated Products**
  - Purchase products with recycled material content
- **B12G Recovered Material Clauses**
- **B13A Kind of Contract Action**
  - New Code 7 for BPA Order under a Federal Schedule
- **B13E Multiple Award Contract Fair Opportunity**
  - How Well are Orders Distributed Among the Awardees of a Multiple Award Contract

FY 2002 Changes / NEW Fields

- **B13F Indefinite Delivery Contract (IDC) Use**
  - Initial award of ALL IDCs regardless of obligation of funds at time of initial award.
- **B13G IDC Ordering Period End Date**
  - Last Day for orders on the IDC. (B7, B11, & B13F)
- **B15 Information, Technology Products or Service**
  - All IT buys
- **B16 Clinger-Cohen Act Planning Compliance**

FY 2002 Changes / NEW Fields

- E4 Requesting Activity Code
  - ALL DOD Awards. Who is the Requiring Activity?
  - Predominance by Dollar Value Applies to Multiple Requiring Activities
- E5 Number of Actions (formerly E8)

FY 2003 Changes / NEW Fields

- New Value Added to C2 - Reason Not Synopsized
- New Field Added; E6 Payment by Governmentwide Purchase Card (GPC)
- New GPC Reporting – Payments $2,500.00 - $25,000.00

FY 2003 New Field Value

- **New Value for C2 – Reason Not Synopsized**
  - **Code C – FAR 5.202(b). Enter code C if the action was not synopsized because the acquisition was subject to the SBA/OFPP Pilot Program that allows for the waiver of the synopsis requirement in FAR 5.2 when agencies acquire services valued between $25,000 and $100,000 from small businesses under set-asides. If the acquisition is subject to the Small Business Competitiveness Demonstration Program, Code C can not be used.**

FY 2003 New Field

- **E6 - Government Purchase Card Used (NEW)**
  - **Line E6, Payment by Government-Wide Purchase Card (GPC). If payment is to be made by use of the GPC, enter Y on Line E6; otherwise leave blank.**

FY 2003 New GPC Report

- GPC Payments($2,500.01 - $25,000) are Hard to Report on DD350
- E5 – Number of Actions (Old Field – New Use)
- Only Offices NOT Reporting DD1057s
- Total the Reportable GPC Payments Into 3 Groups
  - Total Actions and Dollars to Small Business
  - Total Actions and Dollars to Large Business
  - Total Actions and Dollars to OCONUS Business
- Report One DD350 Per Category Each Month

FY 2003 New GPC Report

- **Basics of the DD350 Report**
  - **Report Number**
    - **991001 for the October 2002 SB report**
    - **991002 for the October 2002 Large Business Report**
    - **991003 for the October 2002 OCONUS Business Report**
  - **Contract Number**
    - **DAHAxx03PV101 (V = VISA; 10=October; 1=SB)**
    - **DAHAxx03PV102 (V = VISA; 10=October; 2=Large Business)**
    - **DAHAxx03PV103 (V = VISA; 10=October; 2=OCONUS Business)**
  - **DUNS Number –**
    - **One DUNS Per Category (yet to be Assigned by DOD)**
  - **TIN – Not Required**
  - **Place of Performance – Contracting Office City Code**

FY 2003 New GPC Report

- **Basics of the DD350 Report**
  - **B7=1; B8 = Total Dollars**
  - **B9 = N; B10 = N; B11=0**
  - **FSC = 9999; Claimant=S10; System=0001**
  - **NAICS = 921190; EPA=E**
  - **B13A=9; B14 = B; C1=A; C3=A; C4=N; C5=J**
  - **C6=2; C7=2; C10=Z; C11=N; C12=Z; C14=Y**
  - **D1A = B, C, or L (Small, Large, Foreign)**
  - **D1B=N; D1C=N; D2=Z; D3=Z; D4A=A; D4B=A**
  - **D7=A; D8=B; D9=N**
  - **E5 = Total GPC Card Payment Actions**
  - **E6 = Y**
  - **Blanks Wherever the Field Was Not Specified**

MESSAGE FROM MR. ELGART, ACTING DEPUTY ASSISTANT SECRETARY OF THE ARMY (PROCUREMENT)

Email dated March 07, 2001

"PARCs must provide immediate and vigorous oversight to assure that all DD350 data is accurate and coding is 100% correct."

"The code for miscellaneous (FSCs)should <u>rarely</u> be used."

DD350 edits ONLY check logic and valid codes.

ACCURACY OF DATA

- *Accuracy Starts with YOU!*
- *Fields without relationship edits ARE CRITICAL*
  - *Certified Cost Data; Multiyear; Perf-Based Serv Cont.*
- *Don't Change DD350 Just to Pass the Edits*
- *Recognize the Interrelationship Between Fields*
- *Use the Resources Available*
  - *CCR, NIST(FIPS), GSA FSS E-Library, Web Pages Provided by OSD and ARMY*
- *Analysis of the Data Does Occur*
- *Analysis Can't be Good without Accurate Data*

FY 2002 EDIT ISSUES

- **Read DFARS 204.670 FIRST!**
  - **Why Report DD350 and When Report is Required**
  - **When a Contract Action Does not Require a Report**
- **Read DFARS 253.204-70 SECOND**
  - **Meaning of Every Value for Every Field When Reporting is Required.(DFARS 204.670)**
- **B7 Zero Dollars Obligated**
  - **DO NOT Report Every Administrative Modification**
  - **Related to B11 Estimated Contract Value for IDCs**

FY 2002 EDIT ISSUES

- **B11 Estimated Contract Value**
  - On Initial Award of MULTI-YEAR Contracts
  - On Initial Award of your 2002 IDCs ('D' contract)
  - NEVER Reported Again, NEVER Changed
  - Estimated Contract Value IS NOT for every DD350
- **MULTI-YEAR Contracts ARE NOT Contracts with Options**
  - Congress Must Approve Monies for All Years Prior to Initial Award (FAR 17.103)

FY 2002 EDIT ISSUES

- DUNS IS REQUIRED FOR EVERY DD350
- DUNS Is Awaiting D&B Validation Error
  - DUNS is Unknown to the DOD Edit System
  - Monthly CCR feed will 'fix' error if CCR Registered
  - DUNS for OCONUS Vendors is MAJOR Problem
  - Only Validation Info from D&B Speeds Helps
- Check GSA Federal Schedule Contract Numbers
  - PRIOR to Award, Not After DD350 Edit Error
  - Contractors Can Give Erroneous Information
  - GSA Schedules E-Library is the Authority

FY 2002 EDIT ISSUES

- ***GSA Federal Schedule Expired***
  - ***GSA Supplies Info Monthly***
  - ***Rarely GSA FS are Extended in 30 Days Intervals***
  - ***Order Closeout Can Cause Error - Contact SAAL-PA***
- ***SAAL-PA Web Pages Updated Daily at 12:00AM***
  - ***'LAST UPDATED' is on Each Web Page***
  - ***Only Same Date Web Pages Can Be Compared***
  - ***Report Web Pages Are Updated On the Weekend***
- ***Original Award DD350 is not Changed for Mods***
  - ***Each Contract Action Has a Different Report Number***

DFARS

- **DFARS Official Version**
  - **http://www.acq.osd.mil/dp/dars/dfars.html**
- **Why and When a DD350/DD1057 is needed**
  - **DFARS 204.6**
- **Every Field and Every Field Value Described**
  - **DFARS 253.204-70 for DD350**
  - **DFARS 253.204.71 for DD1057**

GSA Federal Schedule

- **GSA Federal Schedule (FS)**
  - **http://www.fss.gsa.gov**
- **Buying from GSA**
  - **http://www.gsaadvantage.gov**
- **Check FS Contract Number(Schedule E-Library)**
  - **http://www.gsaelibrary.gsa.gov/elib/eLibrary.jsp**

GSA Federal Schedule

GSA - GSA Federal Supply Service - Microsoft Internet Explorer provided by USA RDAISA
File Edit View Favorites Tools Help
Back Search Favorites History
Address http://www.gsa.gov/Portal/content/orgs_content.jsp?contentOID=22892&contentType=1005
Go Links
Username Password Go | Register for MyGSA
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Selling to the Government
About GSA
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FSS News and Events
Premier Events
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Ordering from GSA Schedules
GSA Customer Supply Center (CSC)
Environmental Programs
Surplus Personal Property Sales
Airline CityPairs
Travel and Transportation Services
Travel Management Centers Trak Information
U-MAS Virtual Campus
Vehicle Acquisition and Leasing Services
Freight Management
Make a big deal: GSA Federal Supply Service
GSA Federal Supply Service
1941 Jefferson Davis Hwy
Arlington, VA 22202
(703) 605-5400
Donna D. Bennett, Commissioner
Lester D. Gray, Jr., Deputy Commissioner
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Welcome to the General Services Administration (GSA), Federal Supply Service (FSS)!
Please note that the FSS has recently migrated information from the FSS Home page to this GSA Portal. We recommend that visitors who book marked the FSS page update their bookmarks to www.gsa.gov and see all that GSA has to offer.
To ease the transition for customers familiar with the former FSS Home page structure, the offering links on either side of this page will take you directly to the new site providing information on your subject of interest. Thank you for your patience and support.
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U.S. General Services Administration
Commercial Services and Products
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GSA Xcess!
EIRO (E-Connected Intelligent Remote Operations)
Schedules e-Library
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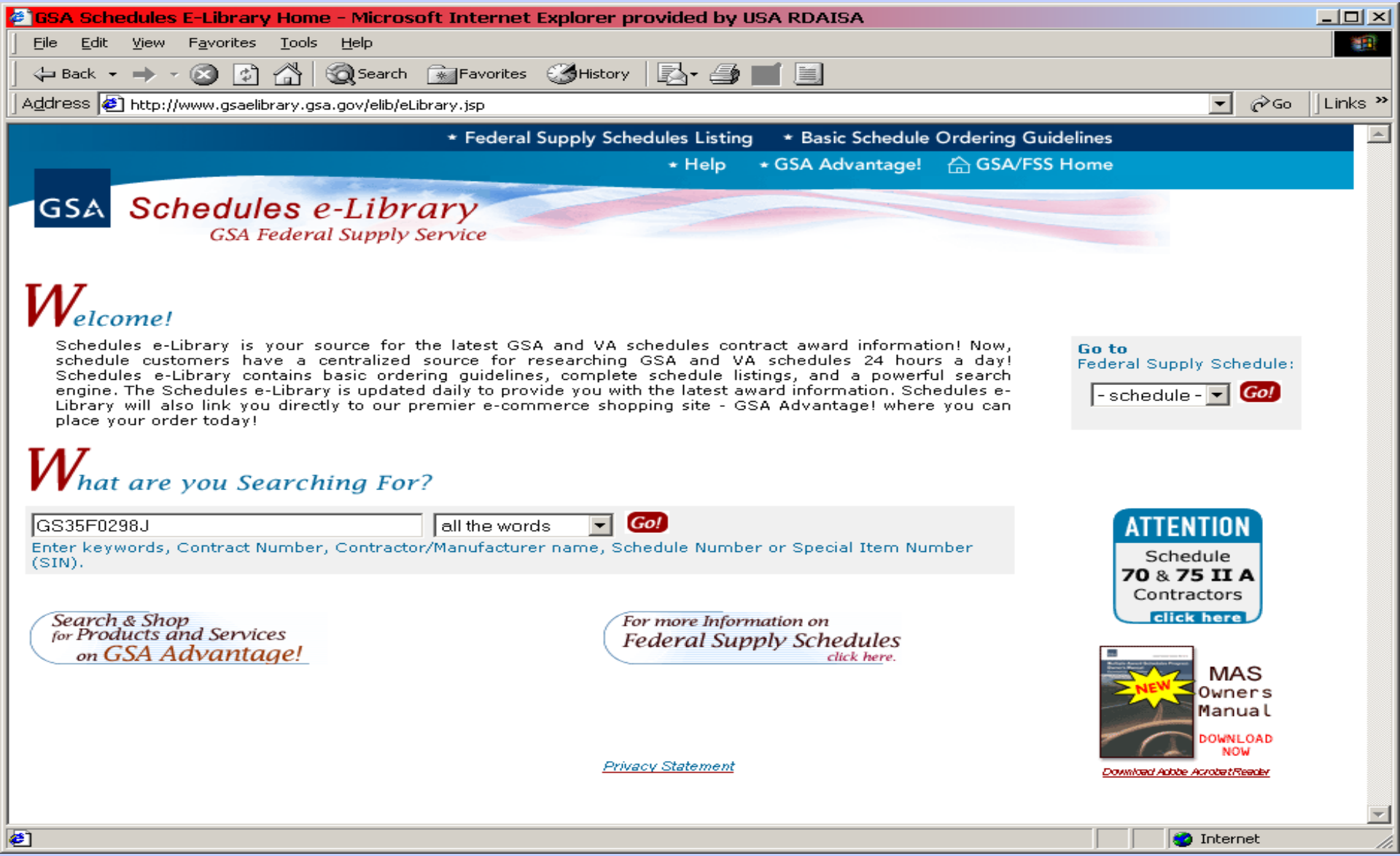
GSA Federal Schedule


GSA Schedules E-Library Home - Microsoft Internet Explorer provided by USA RDAISA
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Address http://www.gsaelibrary.gsa.gov/elib/eLibrary.jsp
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* Federal Supply Schedules Listing * Basic Schedule Ordering Guidelines
* Help * GSA Advantage! GSA/FSS Home
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GSA Federal Supply Service
Welcome!
Schedules e-Library is your source for the latest GSA and VA schedules contract award information! Now, schedule customers have a centralized source for researching GSA and VA schedules 24 hours a day! Schedules e-Library contains basic ordering guidelines, complete schedule listings, and a powerful search engine. The Schedules e-Library is updated daily to provide you with the latest award information. Schedules e-Library will also link you directly to our premier e-commerce shopping site - GSA Advantage! where you can place your order today!
Go to
Federal Supply Schedule:
- schedule -
Go!
What are you Searching For?
GS35F0298J
all the words
Go!
Enter keywords, Contract Number, Contractor/Manufacturer name, Schedule Number or Special Item Number (SIN).
ATTENTION
Schedule
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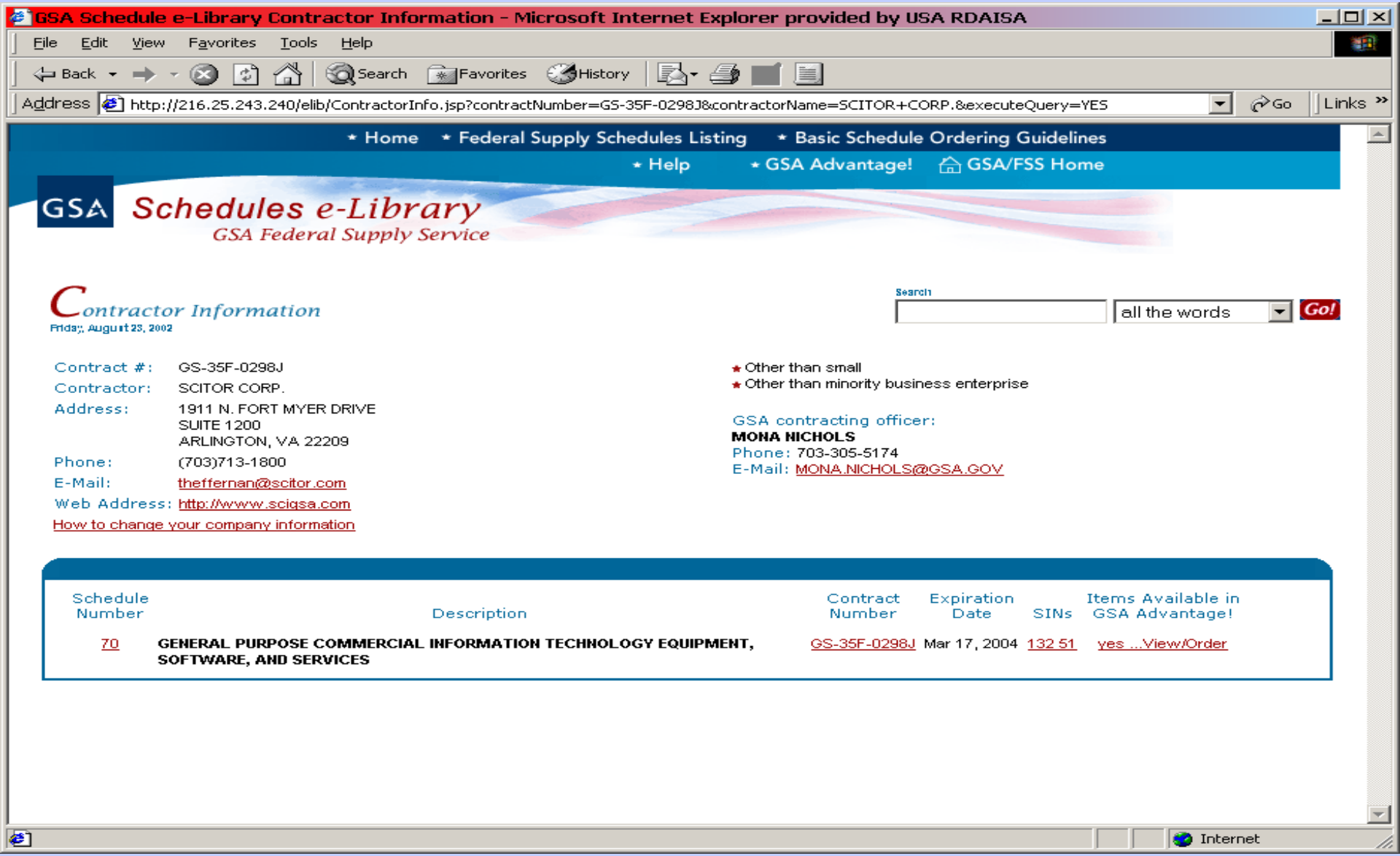
GSA Federal Schedule



DUNS

- **CCR Validation REQUIRED**
  - **http://www.ccr.gov**

- **SAALT-PA Computer**
  - **TELNET Access**
    - **TELNET prmis.saalt.army.mil**
    - **type HELLO xxxx,LOOKUP.CODES**
      (xxxx=Office code) OR
  - **WEB Access**
    - **http://prmis.saalt.army.mil**

- **DoD Web Page**
  - **http://web1.whs.osd.mil/peidhome/guide/procoper.htm**
  - **Userid is dunsfile; Password is myprop**

FIPS 55 (City and State Codes)

- **FIPS Codes by Number**
  - **http://www.itl.nist.gov/fipspubs/**
- **City and State Codes**
  - **http://geonames.usgs.gov/fips55.html**
  - **Class Codes with X or Z are not valid on DD350**
- **Country Codes**
  - **http://164.214.2.59/gns/html/fips/fip10-4.html**
  - **Only Places not listed in FIPS 55-DC3 use FIPS 10-3**
  - **ONLY the two letter codes are valid on DD350**

NAICS, FSC, SYSTEM Codes

- **NAICS Search Capability**
  - **http://www.naics.com**

- **FSC & SYSTEM Codes**
  - **http://prmis.saalt.army.mil**

FIELD INTERRELATIONSHIPS

- **DD350 Fields without Accuracy Edits:**
  - **Bundled Contract & the Bundled Contract Exception**
  - **Performance Based Service Contract**
  - **Place of Performance (City & State Codes)**
  - **Foreign Military Sale**
  - **Multiyear Contract (NOT annual options to exercise)**
  - **FSC, NAICS, Weapon System Code**
  - **Contain EPA Designated Products**
  - **Include Recovered Material Clauses**

FIELD INTERRELATIONSHIPS

- **DD350 Fields without Accuracy Edits:**
  - Multiple Award Fair Opportunity
  - IDC Use & Closing Date
  - Commercial Item
  - IT Product/Service
  - Clinger-Cohen Act Compliance
  - Size of Business
  - Set-Asides
  - Women-Owned

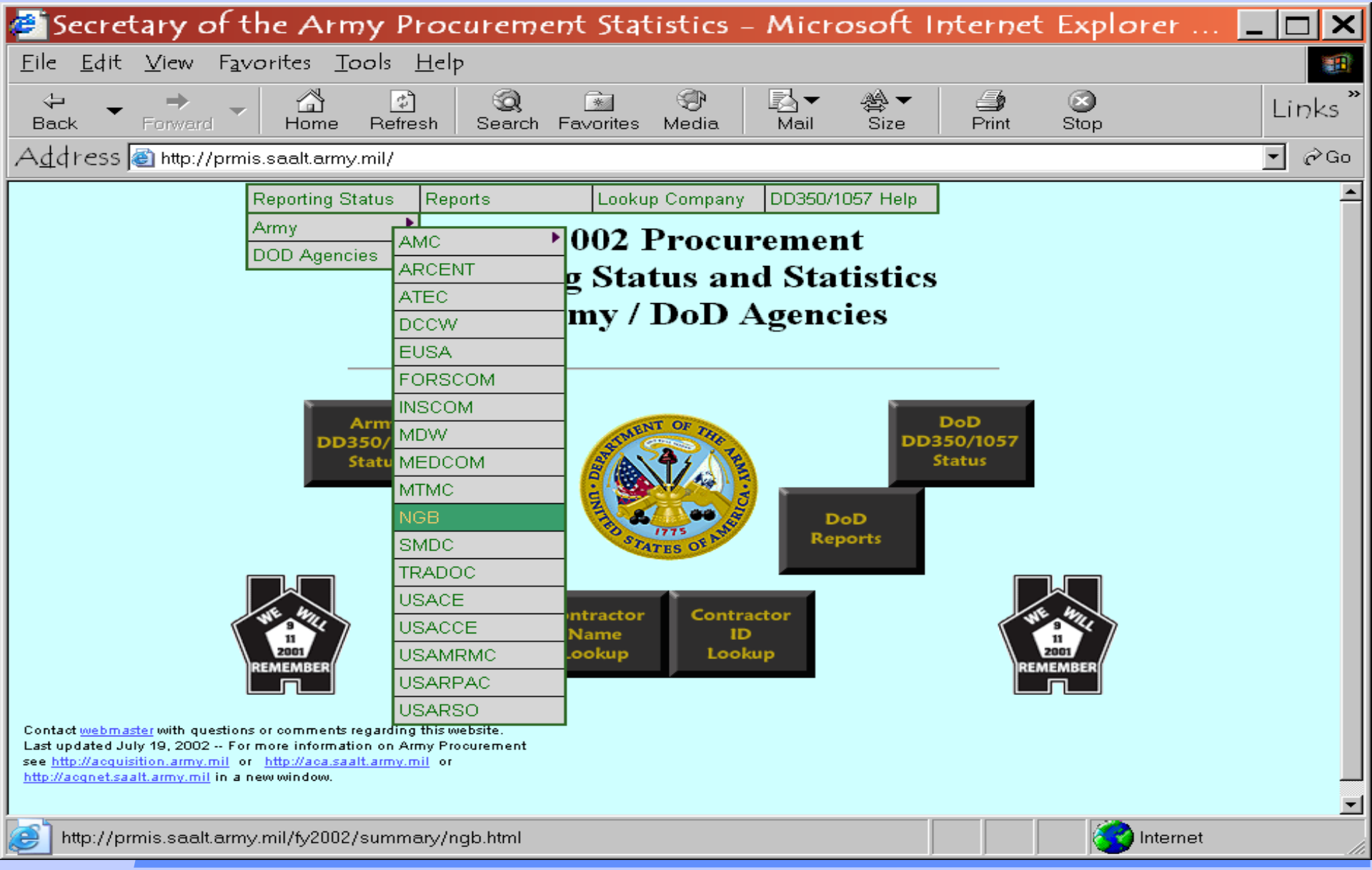
TIMELY REPORTING

- ***KO Obligates Money from 1st thru Month End***
- ***Reports are Recorded in Computer System Within 1 Day of Award***
- ***Reports are Complete and Accurate***
  - ***Information Reflects Procurement Process***
  - ***Information IS NOT "Adjusted" to Fit the Edits***
- ***All Reports Created for the Month arrive at SAAL-PA by COB 1st Day of the Next Month***
  - ***Send DD350 Data Bi-weekly, Weekly, or Daily***
  - ***Send DD1057 by the 1st Calendar Day***

TIMELY REPORTING

- **Send Data and Check Web Page after 48 hours**
  - **http://prmis.saalt.army.mil/**
  - **Underlined Numbers are Links to More Detailed Info**
- **Army DD350/DD1057 Status**
  - **Don't Assume the Data Sent Was Accepted When There Are No Edit Errors - Transmission Can Fail**
  - **Check GOOD 350/1057 Web Page for Acceptance**
  - **Check Failing 350/1057 Web Page for Error Messages**
  - **Check for 350s not Received at HQDA**
    - **What is Missing From the GOOD 350 and the Failing Edits Web Pages?**
  - **Error Messages Are Shown for DD1057 and DD350s**

CHECK WEB PAGES



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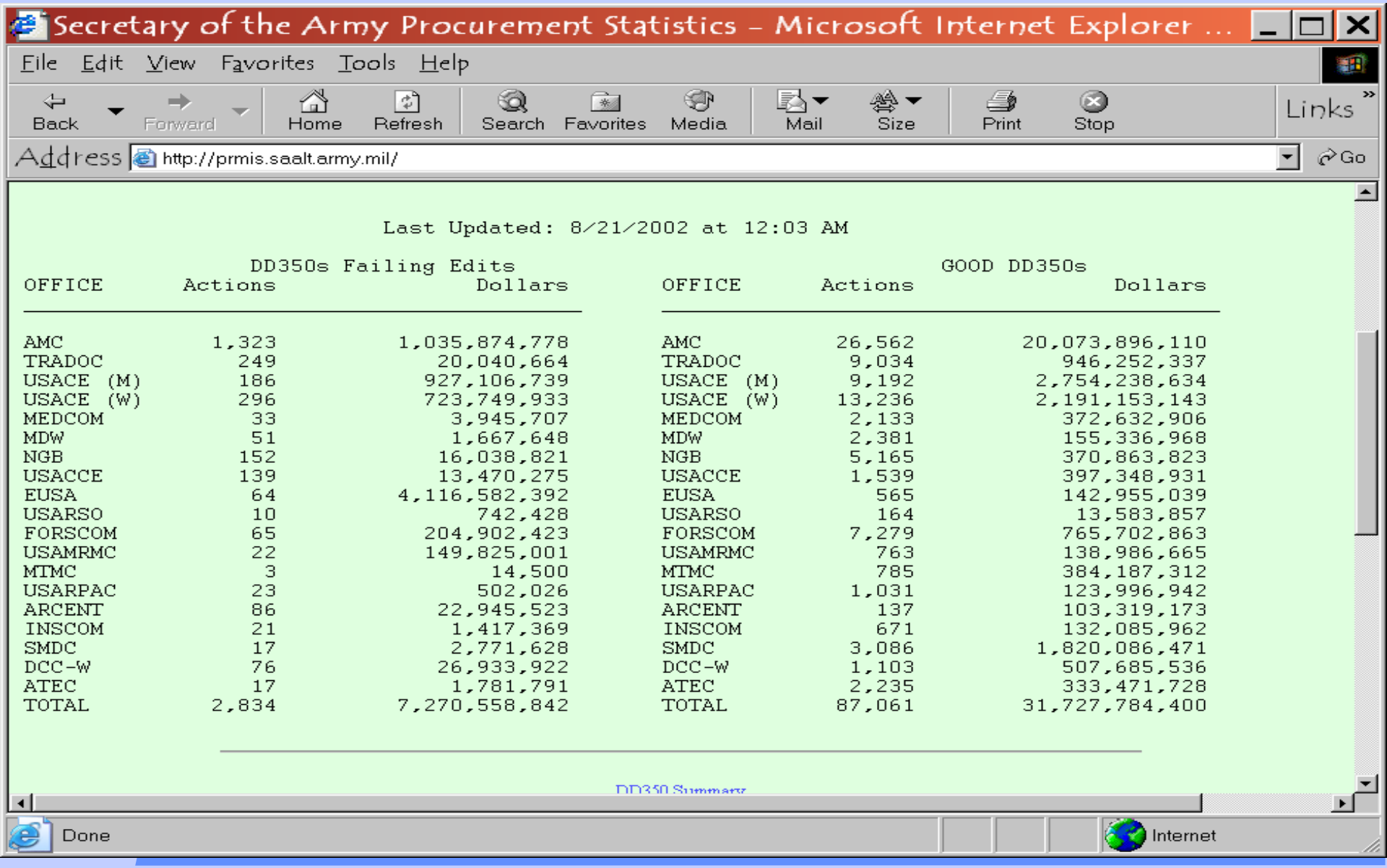
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Last Updated: 8/21/2002 at 12:03 AM

OFFICE	DD350s Failing Edits Actions	Dollars	OFFICE	GOOD DD350s Actions	Dollars
AMC	1,323	1,035,874,778	AMC	26,562	20,073,896,110
TRADOC	249	20,040,664	TRADOC	9,034	946,252,337
USACE (M)	186	927,106,739	USACE (M)	9,192	2,754,238,634
USACE (W)	296	723,749,933	USACE (W)	13,236	2,191,153,143
MEDCOM	33	3,945,707	MEDCOM	2,133	372,632,906
MDW	51	1,667,648	MDW	2,381	155,336,968
NGB	152	16,038,821	NGB	5,165	370,863,823
USACCE	139	13,470,275	USACCE	1,539	397,348,931
EUSA	64	4,116,582,392	EUSA	565	142,955,039
USARSO	10	742,428	USARSO	164	13,583,857
FORSCOM	65	204,902,423	FORSCOM	7,279	765,702,863
USAMRMC	22	149,825,001	USAMRMC	763	138,986,665
MTMC	3	14,500	MTMC	785	384,187,312
USARPAC	23	502,026	USARPAC	1,031	123,996,942
ARCENT	86	22,945,523	ARCENT	137	103,319,173
INSCOM	21	1,417,369	INSCOM	671	132,085,962
SMDC	17	2,771,628	SMDC	3,086	1,820,086,471
DCC-W	76	26,933,922	DCC-W	1,103	507,685,536
ATEC	17	1,781,791	ATEC	2,235	333,471,728
TOTAL	2,834	7,270,558,842	TOTAL	87,061	31,727,784,400

DD350 Summary

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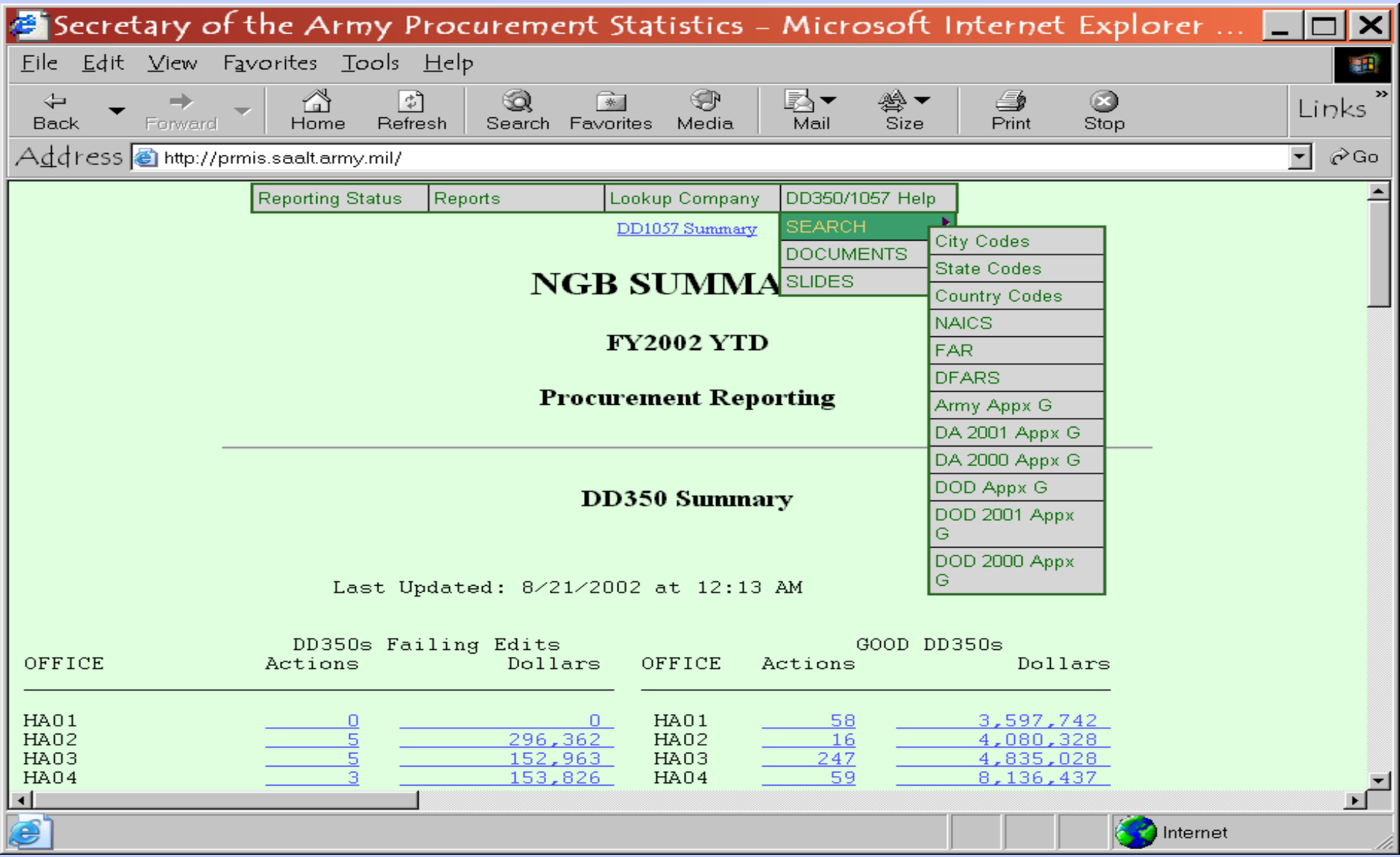

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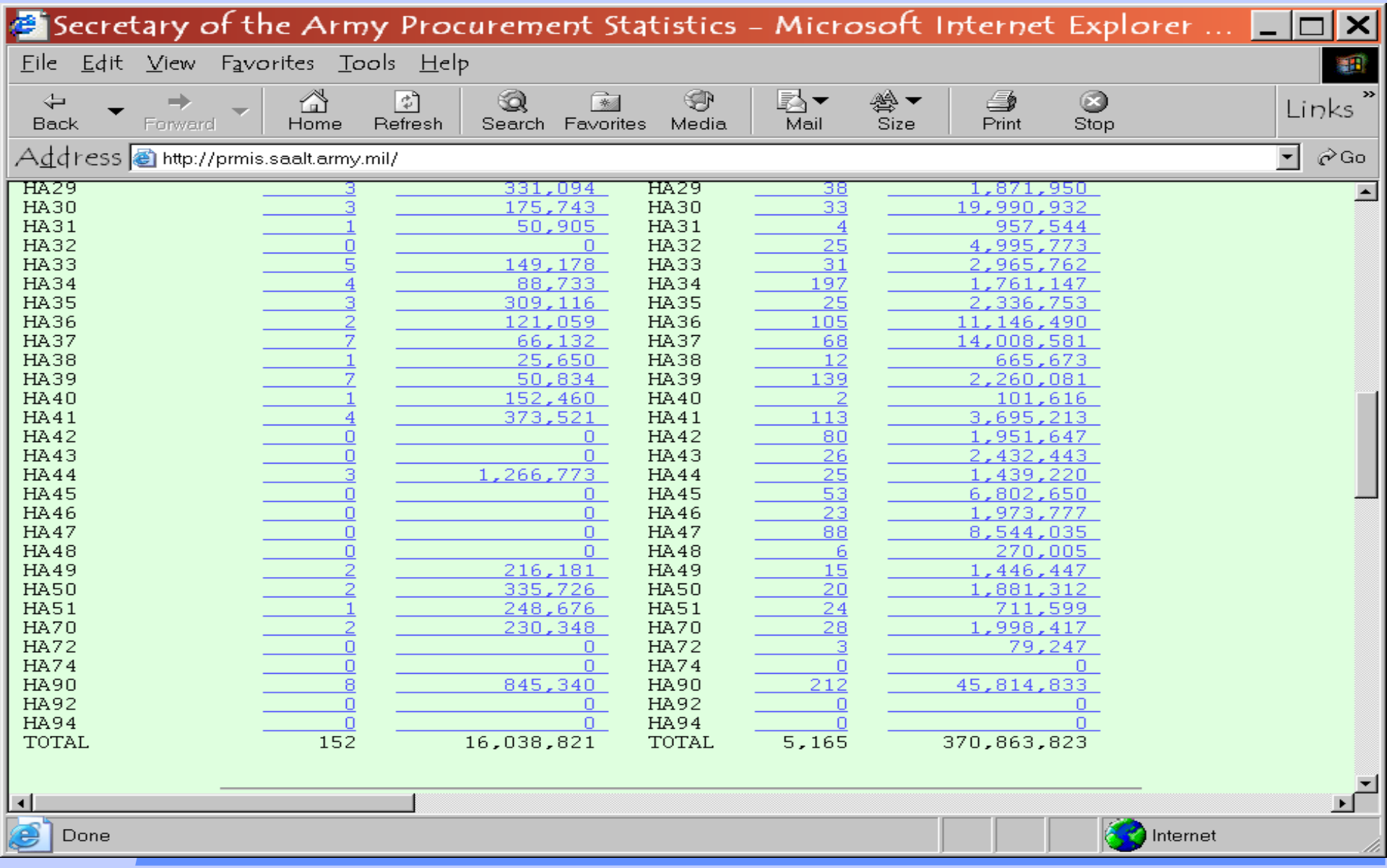
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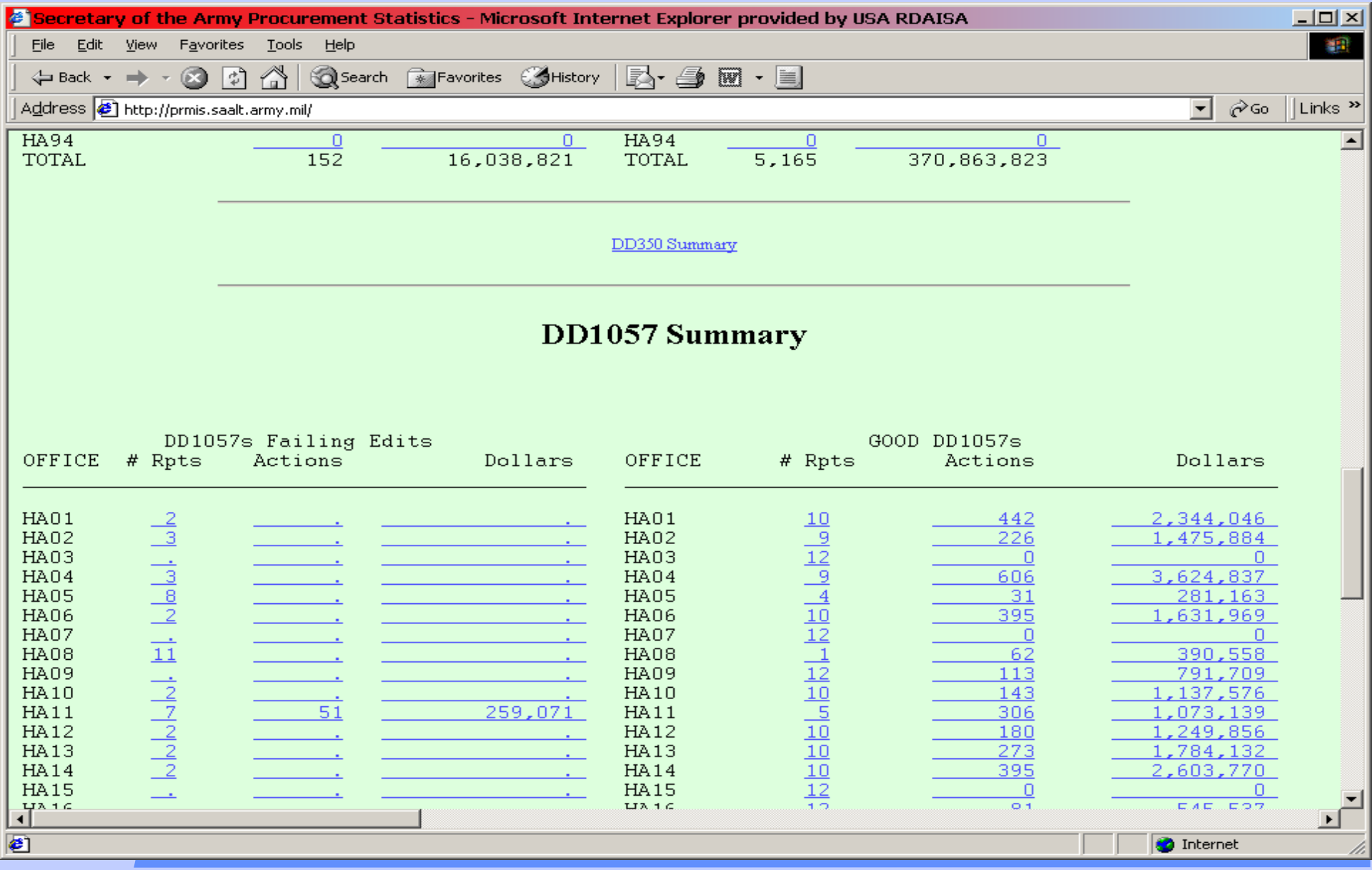
Internet

HA29	3	331,094	HA29	38	1,871,950
HA30	3	175,743	HA30	33	19,990,932
HA31	1	50,905	HA31	4	957,544
HA32	0	0	HA32	25	4,995,773
HA33	5	149,178	HA33	31	2,965,762
HA34	4	88,733	HA34	197	1,761,147
HA35	3	309,116	HA35	25	2,336,753
HA36	2	121,059	HA36	105	11,146,490
HA37	7	66,132	HA37	68	14,008,581
HA38	1	25,650	HA38	12	665,673
HA39	7	50,834	HA39	139	2,260,081
HA40	1	152,460	HA40	2	101,616
HA41	4	373,521	HA41	113	3,695,213
HA42	0	0	HA42	80	1,951,647
HA43	0	0	HA43	26	2,432,443
HA44	3	1,266,773	HA44	25	1,439,220
HA45	0	0	HA45	53	6,802,650
HA46	0	0	HA46	23	1,973,777
HA47	0	0	HA47	88	8,544,035
HA48	0	0	HA48	6	270,005
HA49	2	216,181	HA49	15	1,446,447
HA50	2	335,726	HA50	20	1,881,312
HA51	1	248,676	HA51	24	711,599
HA70	2	230,348	HA70	28	1,998,417
HA72	0	0	HA72	3	79,247
HA74	0	0	HA74	0	0
HA90	8	845,340	HA90	212	45,814,833
HA92	0	0	HA92	0	0
HA94	0	0	HA94	0	0
TOTAL	152	16,038,821	TOTAL	5,165	370,863,823

CHECK WEB PAGES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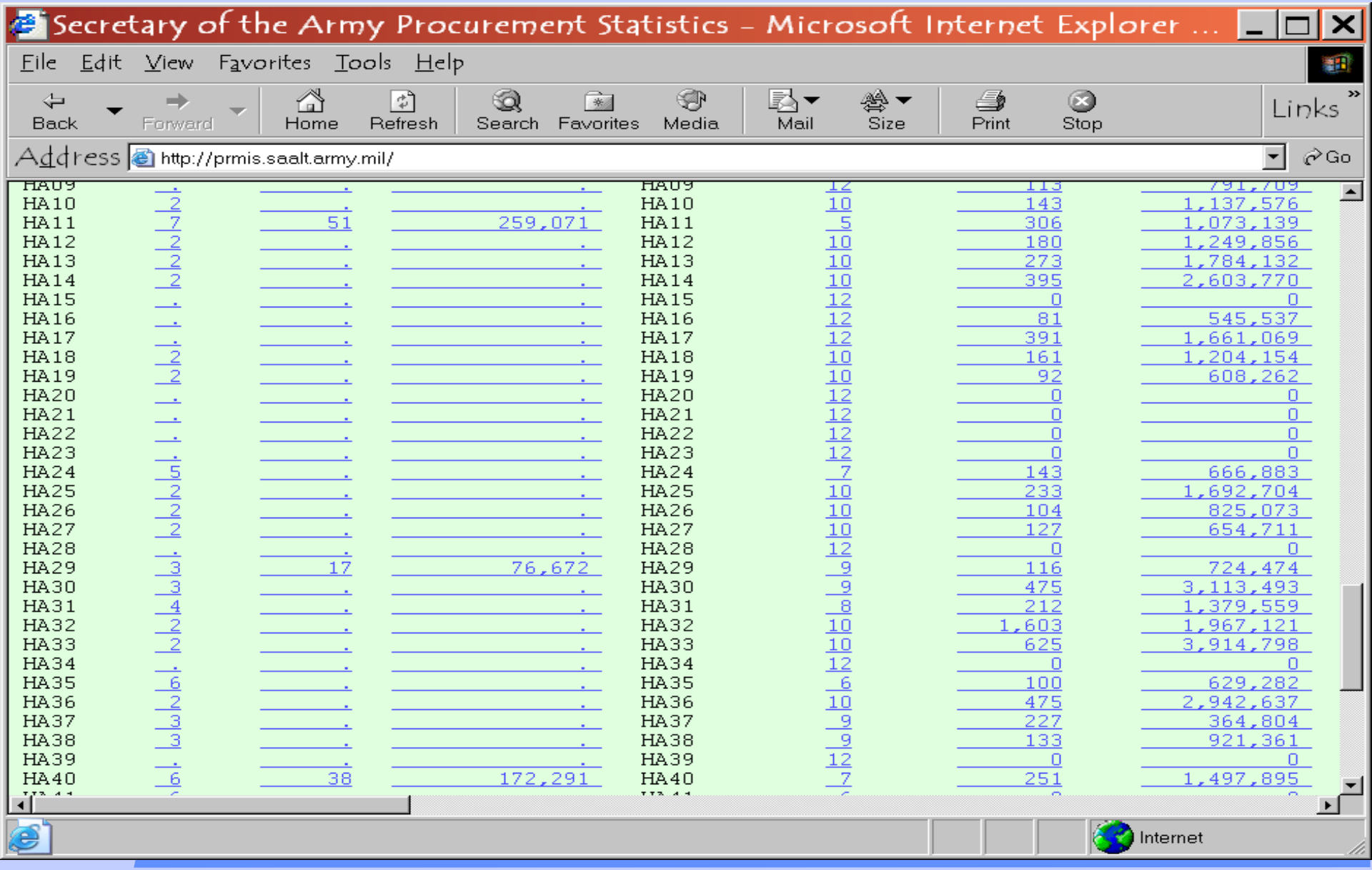
HA94	0	0	HA94	0	0
TOTAL	152	16,038,821	TOTAL	5,165	370,863,823

DD350 Summary

DD1057 Summary

	DD1057s Failing Edits			GOOD DD1057s		
OFFICE	# Rpts	Actions	Dollars	# Rpts	Actions	Dollars
HA01	2	.	.	10	442	2,344,046
HA02	3	.	.	9	226	1,475,884
HA03	.	.	.	12	0	0
HA04	3	.	.	9	606	3,624,837
HA05	8	.	.	4	31	281,163
HA06	2	.	.	10	395	1,631,969
HA07	.	.	.	12	0	0
HA08	11	.	.	1	62	390,558
HA09	.	.	.	12	113	791,709
HA10	2	.	.	10	143	1,137,576
HA11	7	51	259,071	5	306	1,073,139
HA12	2	.	.	10	180	1,249,856
HA13	2	.	.	10	273	1,784,132
HA14	2	.	.	10	395	2,603,770
HA15	.	.	.	12	0	0
HA16				12	81	545,537

CHECK WEB PAGES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Address http://prmis.saalt.army.mil/
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Internet

HA09	.	.	.	HA09	12	113	791,709
HA10	2	.	.	HA10	10	143	1,137,576
HA11	7	51	259,071	HA11	5	306	1,073,139
HA12	2	.	.	HA12	10	180	1,249,856
HA13	2	.	.	HA13	10	273	1,784,132
HA14	2	.	.	HA14	10	395	2,603,770
HA15	.	.	.	HA15	12	0	0
HA16	.	.	.	HA16	12	81	545,537
HA17	.	.	.	HA17	12	391	1,661,069
HA18	2	.	.	HA18	10	161	1,204,154
HA19	2	.	.	HA19	10	92	608,262
HA20	.	.	.	HA20	12	0	0
HA21	.	.	.	HA21	12	0	0
HA22	.	.	.	HA22	12	0	0
HA23	.	.	.	HA23	12	0	0
HA24	5	.	.	HA24	7	143	666,883
HA25	2	.	.	HA25	10	233	1,692,704
HA26	2	.	.	HA26	10	104	825,073
HA27	2	.	.	HA27	10	127	654,711
HA28	.	.	.	HA28	12	0	0
HA29	3	17	76,672	HA29	9	116	724,474
HA30	3	.	.	HA30	9	475	3,113,493
HA31	4	.	.	HA31	8	212	1,379,559
HA32	2	.	.	HA32	10	1,603	1,967,121
HA33	2	.	.	HA33	10	625	3,914,798
HA34	.	.	.	HA34	12	0	0
HA35	6	.	.	HA35	6	100	629,282
HA36	2	.	.	HA36	10	475	2,942,637
HA37	3	.	.	HA37	9	227	364,804
HA38	3	.	.	HA38	9	133	921,361
HA39	.	.	.	HA39	12	0	0
HA40	6	38	172,291	HA40	7	251	1,497,895

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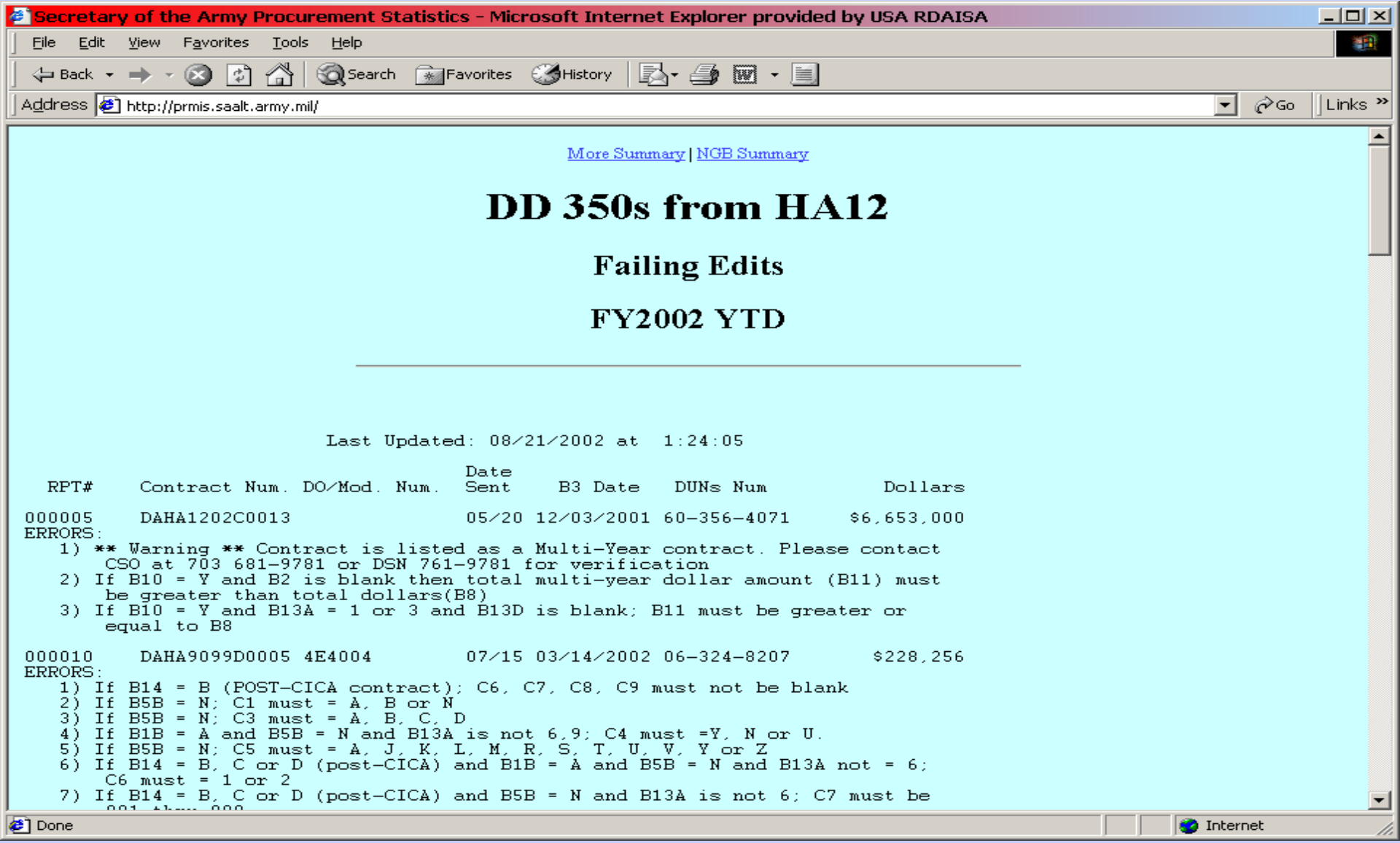
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DD 350s from HA12
Failing Edits
FY2002 YTD
Last Updated: 08/21/2002 at 1:24:05
RPT# Contract Num. DO/Mod. Num. Date Sent B3 Date DUNs Num Dollars
000005 DAHA1202C0013 05/20 12/03/2001 60-356-4071 $6,653,000
ERRORS:
1) ** Warning ** Contract is listed as a Multi-Year contract. Please contact CSO at 703 681-9781 or DSN 761-9781 for verification
2) If B10 = Y and B2 is blank then total multi-year dollar amount (B11) must be greater than total dollars(B8)
3) If B10 = Y and B13A = 1 or 3 and B13D is blank; B11 must be greater or equal to B8
000010 DAHA9099D0005 4E4004 07/15 03/14/2002 06-324-8207 $228,256
ERRORS:
1) If B14 = B (POST-CICA contract); C6, C7, C8, C9 must not be blank
2) If B5B = N; C1 must = A, B or N
3) If B5B = N; C3 must = A, B, C, D
4) If B1B = A and B5B = N and B13A is not 6,9; C4 must =Y, N or U.
5) If B5B = N; C5 must = A, J, K, L, M, R, S, T, U, V, Y or Z
6) If B14 = B, C or D (post-CICA) and B1B = A and B5B = N and B13A not = 6; C6 must = 1 or 2
7) If B14 = B, C or D (post-CICA) and B5B = N and B13A is not 6; C7 must be
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C6 must = 1 or 2
7) If B14 = B, C or D (post-CICA) and B5B = N and B13A is not 6; C7 must be 001 thru 999
8) If B5B = N and B13A is not 6 and C6, C7 and C8 are blank; B14 must = A
9) If B14 = B, C or D (post-CICA) and B5B = N and B13A is not 6 or 9; C8 must = A,B,C,D,E,F,G,K or N
10) If B5B = N and B13A is not 6; C10 must = A, C, D or Z

000099 GS03F4057B DAHA1202F0036P08/02 07/03/2002 05-721-8828 $31,824
ERRORS:
1) B6A is invalid. It is not in the HQDA FIPS database.
2) B6B is an invalid or inactive code

HA12 has 22 DD350s = $7,430,619

EDIT ERRORS ANALYSIS FOR HA12

Num DD350s	Error Code	Error Messages (See Above)
13	B10-03	** Warning ** Contract is listed as a Multi-Year contract. Pleas
13	B11-04	If B10 = Y and B2 is blank then total multi-year dollar amount (
1	B13A9D	When B13A = 6 & B1A is a GSA FS contract ; action date is passed
1	B13D03	If B10 = Y and B13A = 1 or 3 and B13D is blank; B11 must be grea
6	B14-0B	If B14 = B (POST-CICA contract); C6, C7, C8, C9 must not be blan
1	B6A-01	B6A is invalid. It is not in the HQDA FIPS database.
1	B6B-01	B6B is an invalid or inactive code
6	C01-01	If B5B = N; C1 must = A, B or N
6	C03-01	If B5B = N; C3 must = A, B, C, D
6	C04-03	If B1B = A and B5B = N and B13A is not 6,9; C4 must =Y, N or U.
6	C05-01	If B5B = N; C5 must = A, J, K, L, M, R, S, T, U, V, Y or Z
6	C06-03	If B14 = B, C or D (post-CICA) and B1B = A and B5B = N and B13A
6	C07-03	If B14 = B, C or D (post-CICA) and B5B = N and B13A is not 6; C7
6	C08-05	If B5B = N and B13A is not 6 and C6, C7 and C8 are blank; B14 mu
6	C08-06	If B14 = B, C or D (post-CICA) and B5B = N and B13A is not 6 or
6	C10-02	If B5B = N and B13A is not 6; C10 must = A, C, D or Z
1	C10-4B	If C10 = D; B12B must = C20

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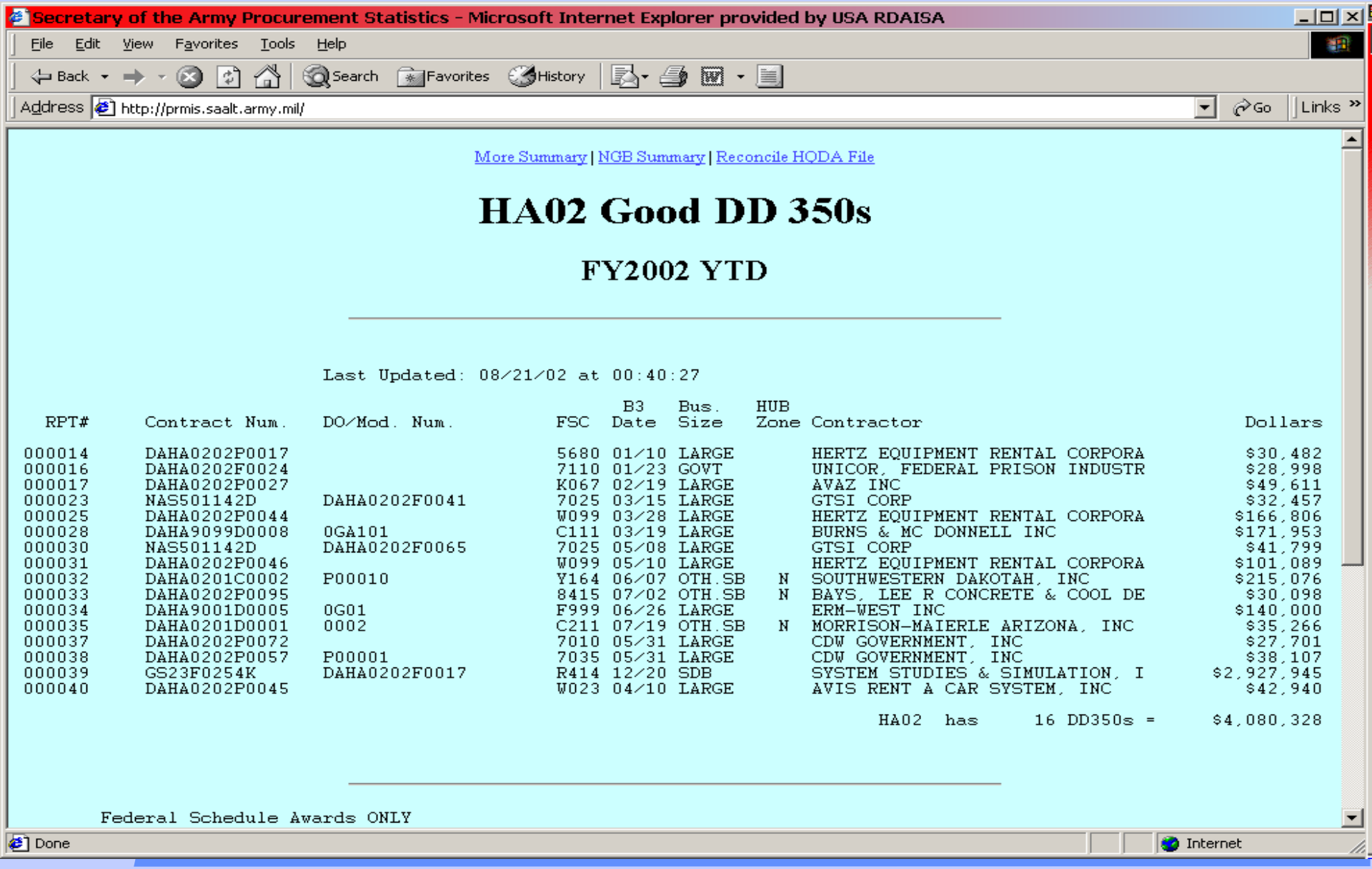
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HA02 Good DD 350s
FY2002 YTD
Last Updated: 08/21/02 at 00:40:27
RPT# Contract Num. DO/Mod. Num. FSC B3 Date Bus. Size HUB Zone Contractor Dollars
000014 DAHA0202P0017 5680 01/10 LARGE HERTZ EQUIPMENT RENTAL CORPORA $30,482
000016 DAHA0202F0024 7110 01/23 GOVT UNICOR, FEDERAL PRISON INDUSTR $28,998
000017 DAHA0202P0027 K067 02/19 LARGE AVAZ INC $49,611
000023 NAS501142D DAHA0202F0041 7025 03/15 LARGE GTSI CORP $32,457
000025 DAHA0202P0044 W099 03/28 LARGE HERTZ EQUIPMENT RENTAL CORPORA $166,806
000028 DAHA9099D0008 0GA101 C111 03/19 LARGE BURNS & MC DONNELL INC $171,953
000030 NAS501142D DAHA0202F0065 7025 05/08 LARGE GTSI CORP $41,799
000031 DAHA0202P0046 W099 05/10 LARGE HERTZ EQUIPMENT RENTAL CORPORA $101,089
000032 DAHA0201C0002 P00010 Y164 06/07 OTH.SB N SOUTHWESTERN DAKOTAH, INC $215,076
000033 DAHA0202P0095 8415 07/02 OTH.SB N BAYS, LEE R CONCRETE & COOL DE $30,098
000034 DAHA9001D0005 0G01 F999 06/26 LARGE ERM-WEST INC $140,000
000035 DAHA0201D0001 0002 C211 07/19 OTH.SB N MORRISON-MAIERLE ARIZONA, INC $35,266
000037 DAHA0202P0072 7010 05/31 LARGE CDW GOVERNMENT, INC $27,701
000038 DAHA0202P0057 P00001 7035 05/31 LARGE CDW GOVERNMENT, INC $38,107
000039 GS23F0254K DAHA0202F0017 R414 12/20 SDB SYSTEM STUDIES & SIMULATION, I $2,927,945
000040 DAHA0202P0045 W023 04/10 LARGE AVIS RENT A CAR SYSTEM, INC $42,940
HA02 has 16 DD350s = $4,080,328
Federal Schedule Awards ONLY
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000030	NAS501142D	DAHA0202F0065	7025	05/08	LARGE		GTSI CORP	$41,799
000031	DAHA0202P0046		W099	05/10	LARGE		HERTZ EQUIPMENT RENTAL CORPORA	$101,089
000032	DAHA0201C0002	P00010	Y164	06/07	OTH.SB	N	SOUTHWESTERN DAKOTAH, INC	$215,076
000033	DAHA0202P0095		8415	07/02	OTH.SB	N	BAYS, LEE R CONCRETE & COOL DE	$30,098
000034	DAHA9001D0005	0G01	F999	06/26	LARGE		ERM-WEST INC	$140,000
000035	DAHA0201D0001	0002	C211	07/19	OTH.SB	N	MORRISON-MAIERLE ARIZONA, INC	$35,266
000037	DAHA0202P0072		7010	05/31	LARGE		CDW GOVERNMENT, INC	$27,701
000038	DAHA0202P0057	P00001	7035	05/31	LARGE		CDW GOVERNMENT, INC	$38,107
000039	GS23F0254K	DAHA0202F0017	R414	12/20	SDB		SYSTEM STUDIES & SIMULATION, I	$2,927,945
000040	DAHA0202P0045		W023	04/10	LARGE		AVIS RENT A CAR SYSTEM, INC	$42,940

HA02 has 16 DD350s = $4,080,328

Federal Schedule Awards ONLY

Actions	Dollars	Size of Business
1	$2,927,945	SDB

Federal Schedule Awards ONLY

Actions	Dollars	Size of Business	Women-Owned
1	$2,927,945	SDB	N

All Awards (excludes FMS=Y + GOVT AGENCY=Y) including Federal Schedules

Actions	Dollars	Size of Business
1	$2,927,945	SDB
3	$280,440	OTH.SB
11	$842,945	LARGE

All Awards (excludes FMS=Y + GOVT AGENCY=Y) including Federal Schedules

Actions	Dollars	Size of Business	Women-Owned
1	$215,076	OTH.SB	Y
1	$2,927,945	SDB	N
2	$65,364	OTH.SB	N
11	$842,945	LARGE	N

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SUMMARY

- *Accuracy Starts with YOU!*
- *Fields without relationship edits ARE CRITICAL*
  - *Certified Cost Data; Multiyear; Perf-Based Serv Cont.*
- *Don't Change DD350 Just to Pass the Edits*
- *Recognize the Interrelationship Between Fields*
- *Use the Resources Available*
  - *CCR, NIST(FIPS), GSA FSS E-Library, Web Pages Provided by OSD and ARMY*
- *Analysis of the Data Does Occur*
- *Analysis Can't be Good without Accurate Data*

SUMMARY (continued)

- **Conduct DD350 Training Classes ANNUALLY**
  - **Familiarize People with New Requirements**
  - **DFARS is Published Prior to October 1.**
  - **SAAL-PA Can Assist with Training Classes**
- **Timely Reporting is Close Second Issue**
  - **MONTHLY Reconcile Local Numbers to HQDA stats**
    - **Send data to HQDA (350s weekly; 1057 by the 1st)**
    - **After 48 hours Check sent-data Status on HQDA Webpage**
    - **Local Stats MUST = HQDA Accept + Failed Edits Reports**
    - **Correct Failed Edits ASAP**
- **DD350/1057 Are Used Monthly by DoD & ARMY**

APPENDIX - Prior Year's DD350 Changes

FY 2001 Changes / NEW Fields in DD350 Reporting

- A3A FIPS 95 code
  - (2100 - Army, 96CE - USACE, 9700 Defense Agency)
- A3B is Office Code (formerly A3, still 4 positions)
- B1C - Bundled Contract
  - FAR 2.101 and the contract value exceeds $5,000,000
- B1D - Performance Based (PB) Service Contract
  - Contract value exceeds $100,000 and at least 80% of the contract value is for PB work (FAR 37.6)

FY 2001 Changes / NEW Fields in DD350 Reporting

- B12D NAICS code
  - http://www.census.gov/epcd/www/naicstab.htm
  - http://www.sba.gov/size/NAICS-cover-page.htm
  - www.naics.com - commercial website
- D1B - Women Owned Business (formerly D6)
- D1C - HUBZone Representation (formerly D1B)
- D1D - Ethnic Group (formerly D5)
- D1E - Veteran-Owned Small Business

FY 2001 Changes / NEW Fields in DD350 Reporting

- D4A - Type of Setaside (formerly D4A- D4D)
- D4B - Type of Preference (formerly (D4B, D4D)
- D4C - Premium Percent (formerly D4E)
- E3 Non-DOD Agency
  - a purchase on behalf of a non-DOD agency
  - separate DD350 for DOD and non-DOD parts of buy
- E4 Non-DOD Office Code
- E8 Number of Actions

FY 2000 Changes / NEW Fields in DD350 Reporting

- ALL Very Small Business Pilot Program Actions
  - Regardless of Dollar Value Are Reported on DD350
- ALL SB Competitiveness Program Actions(DIGS)
  - Regardless of Dollar Value Are Reported on DD350
- Report Number (A2) is six digits (000001)
  - 7000-7999 Numbers for Under $25k DD350 are Gone
- GSA Schedules (B1A) are Included in SB Goals
  - Contract Number Accuracy is Paramount
  - HQDA Matches to GSA Schedule File

FY 2000 Changes / NEW Fields in DD350 Reporting

- B5F TIN is Required until CCR Link is Improved
- Contract Type - M=Fixed Price Award Fee
- Hubzone Representation (D1B)
- Type SB Setaside(D4A) - F=Very SB Setaside
- Hubzone Preference (D4D)
- E1 Contingency Action used to be E4.
- E2 Cost Accounting Standards Clause (FAR 30)